

LABOUR STANDARDS ASSURANCE (Management) SYSTEM

Surtex instrument manufactures and distributes a broad range of medical devices worldwide.

Our Scope includes the following *Manufacturing, Sales & Distribution of Surtex™ Reusable Surgical Instruments, Dental Instruments, Skin Grafting Instruments, Podiatry Instruments. Veterinary Instruments & Sterilization Containers.*

Surtex Instruments recognises that our business activities have an impact on our employees, customers, communities and environment in which we operate therefore this document will detail our policy towards labour.

This policy is relevant to all parties in our supply chain in particular contractors, subcontractors and suppliers.

Scale of Policy

Surtex Instruments seeks to implement a code of conduct, which is appropriate in nature and scale to the Company and in line with its status, as defined by EU law, as an SME. The code of conduct is based on internationally recognised standards set out in the NHS Supplier Code of Conduct and the UN Universal Declaration of Human Rights.

Scope of the Policy

Surtex Instruments has applied this policy in anticipation of becoming a supplier to NHS via the following Framework Agreement: -

NHS-SC Framework Agreement

Surgical Instruments

Policy Review and Continual Improvements

Surtex Instruments will review this policy periodical in line with LSAS policy and legislation changes, in order to ensure the adequacy, suitability and continuing effectiveness of the policy.

Minimum Labour Standard

Surtex Instruments has identified the following reasons to establish a comprehensive system of Minimum Labour Standard to guide its business operations.

1. Ethical Responsibilities

Surtex Instruments accepts its obligation to its employees, customers, communities and suppliers within our business activities and the importance of operating in an ethical manner.

2. Risk of Supply

Surtex Instruments has identified that labour standards abuse in supply chains can pose a risk to the security of supply. Any supply chain partners perpetrating abuses face legal enforcement action which could damage business and obstruct continue of supply.

3. Adverse Publicity and Damage to Reputation

Discovery of labour standards abuse presents a reputation and structural risk

(i) Business Income- customers may choose to purchase supplies and services from other sources.

(ii) High staff turnover and new recruitment may be negatively affected as potential employees may choose not to work for a company associated with any labour standards abuses, this could also lead to low morale in the workplace.

(iii) Loss of trust with customers and suppliers within the wider community.

4. Quality of Goods and services

Surtex Instruments is aware that there is a link between poor labour standards and poor quality of goods and services. Therefore, it is imperative that suppliers to Surtex Instrument adhere to the minimum standards at all times.

We have referred to the following resources when compiling the reason documented above:
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Social Accountability International SA8000
UN's Universal Declaration of Human Rights

Minimum Labour Standards in the UK: -

Child Labour – Surtex Instruments shall not employ young persons who are under the legal age for employment. If young workers are engaged for the purpose of work experience, then appropriate checks will be carried out to ensure they are not exposed to any harmful conditions and working day is limited to 8 hours.

Forced or Compulsory Labour- Surtex Instruments shall not engage in or support the use of forced or compulsory labour. Employment is freely chosen, and employees may freely leave upon reasonable notice.

Health & Safety - Surtex Instruments recognise the importance and our duty to protect the workforce to ensure a safe and healthy workplace environment and to take effective steps to prevent potential accidents and injury to employee's health by minimizing the risk to its employees. All employees will receive safety training during their employment. Employees will have access to clean toilet facilities and drinking water. The general manager has been assigned the task of health and safety policy duties.

Freedom of Association – Surtex Instruments respects the right of employees to associate themselves with the association and agrees to abide by UK laws pertaining to this matter.



Discrimination – Surtex Instruments prohibit any discrimination on the grounds of gender, marital status, sexual orientation, pregnancy, race, colour, ethnic origin, nationality, religion or belief, disability, age, political opinion, trade union membership or any other legally protected status or form of harassment on any grounds. Furthermore, we do not discriminate on the grounds of part-time status or 'spent' criminal convictions.

Disciplinary Practices – Surtex Instruments promotes a working environment that is free from harassment, physical and verbal abuse and threats or intimidation of any description. No cruel or inhumane treatment is allowed.

Working Hours & Remuneration – Surtex Instruments complies with the respective national laws and regulations with regard to working hours, wages and benefits. Our Working hours do not exceed 48hours per week and overtime hours do not exceed 12 hours per week.

Anwar Khaliq
CEO

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Effective Date: 05th May 2020